



Sunland-Tujunga Neighborhood Council

Certified May 27, 2003

P. O. Box 635 • Tujunga, CA 91043 - (818) 951-7411 -- stnc.org

Budget & Finance Committee Meeting

Wednesday, May 26, 2021

6:00 pm

Zoom Meeting Online <https://zoom.us/j/95821686937> **or By Telephone**

Dial 1-669-900-6833 to Join the Meeting

Then Enter This Webinar ID: 958 2168 6937 and Press #

IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF SUNLAND-TUJUNGA NEIGHBORHOOD COUNCIL MEETING (STNC) WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

Every person wishing to address the Board / Committee must dial **1 (669)-900-6833** and enter **958 2168 6937** and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting. **On phone:** Every person wishing to address the Board / Committee must dial *9, when prompted by the presiding officer, to address the Board / Committee on any agenda item BEFORE the Board / Committee takes action on the item. **On webinar:** Every person wishing to address the Board / Committee must "raise their hand" when prompted by the presiding officer, to address the Board / Committee on any agenda item BEFORE the Board / Committee takes action on the item.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS The public is requested dial *9, when prompted by the presiding officer, to address the Board/Committee on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's/Committee's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board/Committee is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board/Committee meeting. Public comment is limited **TWO** (2) minutes per speaker, unless adjusted by the presiding officer of the Board/Committee.

The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.

THE AMERICAN WITH DISABILITIES ACT As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: NCsupport@lacity.org

1. Call to Order – Ed Babakhanian, Treasurer/Budget & Finance Committee Chair
2. General Announcements
3. Public Comments on any non-agenda items.
4. **Discussion/Action:** Approve the April 2021 Budget and Finance Committee Meeting Minutes.
5. **Discussion/Action:** Approve April 2021 Monthly Expenditure Report and Balances. (MER)
6. **Discussion/Action:** Approve May 2021 Monthly Expenditure Report and Balances. (MER)
7. **Discussion/Update:** STNC pending expenses, payment deadline dates, pending events status.
8. **Discussion/Update:** Committee Member Pati Potter Excel Spreadsheet budget recap/update.
9. **Discussion/Update:** STNC projected Rollover Amount from 2020/2021 year to 2021/2022 year.
10. **Discussion/Action:** Approve the STNC 2021/2022 Fiscal Year Administrative Packet recommendation to board.



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11. **Discussion/Action:** Recommend STNC approve **Monthly** recurring expenses for the 2021/2022 Fiscal year for US Storage in the amount of \$449.00, Ring Central in the amount of \$70.00, Web Corner in the amount of \$150.00, and Zoom Meeting License in the amount of \$16.34.
12. **Discussion/Action:** Recommend STNC approve up to \$1332.00 for printing costs for STNC business administrative printing for Fiscal year 2021/2022. (Board and Committee agendas, board and stakeholder meeting packets, training handouts)
13. **Discussion/Action:** Recommend STNC approve yearly invoice of \$714.00 to Constant Contact Email Plus for 501-2500 email contacts. (15% off for prepay) for the 2021/2022 fiscal year.
14. **Discussion/Action:** Recommend STNC approve up to \$388.00 for 12- month rental of P.O. Box 635 for STNC mail or \$163.00 for 6 months.
15. **Discussion/Action:** STNC approve Beautification Committee request in the amount of up to \$500 for outreach banners from Sunland Printing.
16. **Adjourn** by 7:00 PM

Posted 5/23/2021 Remove after 5/27/2021

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Cindy Cleghorn, al (818) 951-7411 o por correo electrónico secretary@stnc.org para avisar al Concejo Vecinal.

PUBLIC ACCESS OF RECORDS – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: www.stnc.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Cindy Cleghorn, Secretary, at (818) 951-7411 or email at: secretary@stnc.org.

PUBLIC POSTING OF AGENDAS – Neighborhood Council agendas are posted for public review as follows:

* **NORTH VALLEY NEIGHBORHOOD CITY HALL**, 7747 Foothill Blvd, Tujunga, CA 91042 - Front Window

* www.stnc.org

* You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

RECONSIDERATION AND GRIEVANCE PROCESS - For information on the STNC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available on our website www.stnc.org